



HAMPDEN SPECIAL TOWN COUNCIL WORKSHOP  
HAMPDEN MUNICIPAL BUILDING  
AGENDA

MONDAY

OCTOBER 25, 2021

6:00 P.M.

- A. CALL TO ORDER
- B. UNFINISHED BUSINESS
- C. NEW BUSINESS
  - a. Council discussion on Manning Mill Bridge
  - b. Staff recommendations on use of ARPA funds including emergency response vehicle
  - c. Executive session pursuant to 1 M.R.S.A. section 405(6)(c) to include the Town Manager and Economic Development Director
- D. ADJOURNMENT

Note: Council will take a five-minute recess at 8:00 p.m.

FOR THOSE THAT WISH TO PARTICIPATE IN THE  
REMOTE HAMPDEN SPECIAL TOWN COUNCIL  
WORKSHOP ON OCTOBER 25, 2021 AT 6:00 PM  
YOU MAY PHONE IN USING THE FOLLOWING  
NUMBER (FOLLOWED BY THE PIN #)

**1-669-238-0522      PIN 285 625 555#**

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO  
TO THIS URL: [https://meet.google.com/  
fbo-fndp-cja?hs=122&authuser=0](https://meet.google.com/fbo-fndp-cja?hs=122&authuser=0) AND JOIN  
US THAT WAY

**INSTRUCTIONS ARE POSTED WITH THE AGENDA  
AND SEPARATELY ON THE TOWN CALENDAR AT  
WWW.HAMPDENMAINE.GOV**

## **Using Google Meet to Participate in Hampden Town Council Remote Meetings**

### **How to join:**

1. Town Council members will receive an email or a Google Calendar Invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at [www.hampdenmaine.gov](http://www.hampdenmaine.gov).
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

### **Protocols for Remote Meetings:**

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

[support.google.com/a/users/answer/9282720?hl=en](https://support.google.com/a/users/answer/9282720?hl=en)

C-a



### Memorandum

TO: Town Council  
 FROM: Paula Scott, Town Manager  
 DATE: October 21, 2021  
 RE: Manning Mill Bridge

In discussing the Town's approach to emergency services at the last workshop, Councilor Cormier had a question about the numbers for fixing the Manning Mill bridge to make the 30,000 pound rating safe and for increasing the load rating. The recommendation of the Director of Public Works is to increase the load rating to what is called 'highway load'.

I've broken out the cost estimates for both, including information on what we have for available funds.

Projects		Manning Mill	Sawyer Rd	Combined Available funds
		\$150,000	\$300,000	
Engineering		<u>(\$36,000)</u>	<u>(\$36,000)</u>	
		\$114,000	\$264,000	\$378,000
Manning Sawyer	At current load rating	\$343,000		
		<u>\$219,000</u>		
	Project cost	\$562,000		
	Less available funds	<u>(\$378,000)</u>		
	Shortfall	\$184,000		
Manning Sawyer	At 'highway' rating	\$493,500		
		<u>\$219,000</u>		
	Project cost	\$712,500		
	Less available funds	<u>(\$378,000)</u>		
	Shortfall	\$334,500		
Difference in projects		\$150,500		

This augments Victor's presentation in which he reported that we will fall short of our project costs and the need to budget next year for the difference. This also demonstrates that the difference between keeping the bridge at current rating and increasing the rating is \$150,500.

Increasing the rating will assure that heavy emergency vehicles will be able to cross it but also other large type vehicles such as fully loaded oil trucks, cement trucks, etc. will be able to safely utilize the bridge. Following this memo are engineer's design costs for repair, delineated.

In order to fund this shortfall, there are a couple of different options. The first option you might consider would be to take the amount needed out of our fund balance. At the close of our FY21 audit, our general unassigned fund balance was \$2,670,257 which is a healthy fund balance that could certainly absorb this deduction. Even by deducting the higher shortfall, the remaining balance would be \$2,335,757 and I expect it to increase at the close of the FY22 audit.

Another option would be to budget for the expenditure in the Public Works budget and then offset the expense with excess State revenue sharing funds which would be a net zero effect on the budget as a whole. By way of illustration, each year when we budget for revenue sharing, it is an estimate given to us by the State Treasurer's office. When revenues are actually finalized, sometimes the Town ends up receiving more than what was originally estimated. For instance, we might project, based on information given to us, that we will receive \$100,000 in revenue sharing, and that \$100,000 is used on the tax rate calculation sheet along with all other projected revenues to keep the mil rate stable. Many times, if State revenues come in higher, and we have already committed taxes on the estimate, we have an excess. So, if we receive \$125,000 instead of the \$100,000, the excess is placed into a general ledger account to be used to offset taxes if needed in the future. This account currently has a balance of \$468,566.58. If we budget \$334,500 (or \$184,000) to repair the bridge (the expense), we will then add \$334,500 (the revenue) to the amount of next year's revenue sharing on the tax rate calculation sheet. This would be an exact offset and would have zero affect on the mil rate.

I give you this information as a means to give you two reasonable options for funding the shortfall in the bridges capital project and which might help you to make a decision on how you would like the bridge repaired; whether at the current rating, or at the increased rating.

Item	Unit Price	Estimated	Total
Concrete Deck	\$ 2,600.00	30	\$ 78,000.00
Concrete Curb	\$ 2,600.00	6	\$ 15,600.00
Bridge Rail	\$ 350.00	128	\$ 44,800.00
Bridge Transition, Type I	\$ 3,000.00	4	\$ 12,000.00
Approach Rail	\$ 7,500.00	4	\$ 30,000.00
Removal	\$ 10,000.00	1	\$ 10,000.00
Pier Scour	\$ 30,000.00	1	\$ 30,000.00
Paint Existing Steel	\$ 5.00	22000	\$ 110,000.00
Steel Repair	\$ 25,000.00	1	\$ 25,000.00
Subtotal			\$ 355,400.00
Misc		20%	\$ 74,600.00
Total			\$ 430,000.00
Add. Survey			\$ 5,000.00
Add. Geotech			\$ 15,500.00
Add. Engineering			\$ 43,000.00
Add. Impacts to Residents			
Budget			\$ 493,500.00

*Additional work  
needed to increase  
the load rating*

G 1-212-00 GENERAL FUND / DUE MUNI REV

-468,566.58 = Budget  
0.00 = Bud Adj

0.00 = YTD Exp  
0.00 = YTD Enc

-468,566.58 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
Totals-							0.00	0.00

Monthly Summary

Month	--Regular Entries--		--Budget Entries--	
	Debits	Credits	Debits	Credits
Totals	0.00	0.00	0.00	0.00



# **Memorandum**

TO: Town Council  
 FROM: Paula Scott, Town Manager  
 DATE: October 18, 2021  
 RE: ARPA funds recommendations

At the September 13th Council workshop, I requested policy direction regarding the use of ARPA funds. After some discussion, the Council requested that use of this money should be recommended to the Council by staff.

On September 27<sup>th</sup>, I met with Chief Bailey, DPW Director Smith, CED Director Ryder, Deputy Treasurer David Johnson and HR Director Tammy Ewing to discuss uses based upon what is allowed within the act and what specific needs the Town of Hampden has. We met again on Wednesday, October 20<sup>th</sup> to finalize some numbers.

The Town of Hampden was originally slated to receive \$738,000 but ended up being slated to receive \$782,000 which is \$44,000 more than anticipated. The following represents a prioritized list of items that we as a group think are the most important uses and which align with eligible expenses within the act :

Engineering for sewer build out on Coldbrook Road	\$300,000
Contribution to an emergency response vehicle	\$85,000
Hazard pay for emergency personnel	\$55,000
Inspecting/mitigating I/I to increase sewer capacity	\$100,000
Sewer line sagging repair at Stoney Brook	\$150,000
Restocking EMS supplies used during covid	\$7,000
Reimbursement of unemployment costs	\$15,000
Engineering for Cottage St. stormwater project	<u>\$70,000</u>
	\$782,000

The Coldbrook Rd. sewer buildout is one of the most important projects that we have been discussing, and which goes back to the 2010 Comprehensive Plan. DPW Director Smith has recently asked for a cost assessment (estimate) on what we as a town might be looking at for project costs. We might all assume that the build-out itself will need to be bonded, but the estimates for engineering came in at \$300,000 and we propose beginning that first step to place us in a position to move forward when ready.

The contribution of funds toward an emergency response vehicle would be an amount to augment the funds already available to us to purchase outright, the smaller fire truck

funds for that purpose, and which meets criteria within the act for investing in water and sewer infrastructure.

Sewer line repair at Stoney Brook is another sewer project that falls within the criteria of investing in water and sewer infrastructure. The sewer line sagging was identified during CCTV inspections and by the engineers working on our fiscal sustainability plan and is noted within the capital plan as an urgent matter. The cost identified is that which we are requesting. Stoney Brook is one of the crossings that collapsed during the recent rain event that caused so much damage to our roads and crossings. Upon inspection, it was discovered that the bottom of that culvert is completely gone and which shifting sediment caused not only the wash out of the bridge and intense flooding but is also the cause of the sagging sewer pipes because as the road shifts and sags, it is causing the same shifting and sagging of the sewer pipes under the road. Failing to repair this will undoubtedly cause worse and more expensive problems in the future.

Restocking EMS supplies used during covid is crucial to a small line item within the budget and which we see as a way to stabilize that expense line. Public Safety is currently spending approximately \$500.00 a month to replenish supplies that can only be used once, and which costs have increased by 30% since the start of the pandemic.

Reimbursement of unemployment costs is another eligible use of these funds so that *'unemployment insurance accounts are replenished up to pre-pandemic levels.'* The Town historically does not budget for unemployment costs because we rarely have anyone leave and claim unemployment. When the pandemic was in its prime, we laid off all of our part time staff in all of our charitable departments, Recreation, Pool, and Library and took those unemployment costs from wage lines. We propose reimbursing ourselves the amount that we spent during the lay-off period and placing those funds into the personnel reserve for future personnel related expenses.

Engineering for the Cottage Street stormwater project would be a good first step in fixing the stormwater issues that have been identified for several years. The act states *'Recipients may also use this funding to invest in wastewater infrastructure projects, including managing and treating stormwater or subsurface drainage water.'* We have collapsing structures and major deficiencies in pipes and catch basins on Cottage Street and these funds would give us the mechanism to have the design completed which will aid us in budgeting for the project going forward.

# Current Account Status

## G 3-741-00 RESERVE ACCT / FIRE TRUCK

-83,517.57 = Beg Bal  
-40.26 = Adjust

-194.28 = YTD Net  
0.00 = YTD Enc

-83,752.11 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0037		07/12/21		Beg Bal Adjustments	B GJ	0.00	35.18
07	0210		07/31/21		Fire Truck	R GJ	0.00	91.82
07	0536		10/07/21		Beg Bal Adjustments	B GJ	0.00	5.08
08	0378		08/31/21		Fire Truck	R GJ	0.00	45.69
09	0530		09/30/21		Fire Truck	R GJ	0.00	56.77
<b>Totals-</b>							<b>0.00</b>	<b>234.54</b>

## Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	91.82	0.00	40.26
August	0.00	45.69	0.00	0.00
September	0.00	56.77	0.00	0.00
<b>Totals</b>	<b>0.00</b>	<b>194.28</b>	<b>0.00</b>	<b>40.26</b>



## Hampden Fire Department

### Professional Firefighters of Hampden L4903

#### Information for Hazard and Civil Emergency Pay Incentive

The following information has been requested by the Town of Hampden and Public Safety Director in partnership with Local 4903 Professional Firefighters of Hampden. The information below represents to the best knowledge Public Safety agencies that have received of applied for Federal Relief Funds.

#### Agency Information



##### Penobscot County Sheriff's Department

- Pay Stipend: \$ 1.00 per hour for all Patrol Officers and Corrections Officers for every hour worked during the Civil State of Emergency (roughly 16 months)
- Pay Stipend: \$ 1,000.00 once time pay stipend (in addition)



##### Penobscot Regional Communications Center

- Pay Stipend: \$ 1.00 per hour for all Dispatchers every hour worked during the Civil State of Emergency (roughly 16 months)
- Pay Stipend: \$ 1,000.00 once time pay stipend (in addition)



**Tim Carroll**  
Sheriff

Knox County Sheriff's Department

- \$ 200.00 per week pay increase thru end of 2021 for all Patrol Officers, Corrections Officers and civil process servers.



Knox Regional Communications Center


- \$ 200.00 per week pay increase thru end of 2021 for all Dispatchers



Bangor Fire Department

- Hazard Pay Increase during Summer of 2021. 2 month period showing 5% increase to Fire and EMS pay.

## Hampden Public Safety Fire Department

**To:** Paula Scott – Town Manager  
**From:** Jason Lundstrom- Deputy Fire Chief   
**Date:** September 27, 2021  
**Re:** Manning Mill Road Bridge

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### **Manning Mill Road Bridge**

It was concluded that both our pumper/tanker (58,000 GVWR) and our rescue/pumper (40,000 GVWR) exceed the posted weight limit of the bridge on Manning Mill Road (15 Ton/ 30,000 lbs.). I researched the area of the bridge and determined the following:

- The bridge is approximately 84' long.
- There are multiple posted signs warning traffic of the bridge rating (15 Ton 30,000 lbs.) before reaching the bridge.
- I measured with a wheel and determined the following are distances from the bridge to each address:
  - 101 Manning Mill Road - 315'
  - 106 Manning Milling Road - 426'
  - 116 Manning Mill Road - 680'
  - 124 Manning Mill Road - 704' to the driveway and approximately 1250' from the driveway to the residence. (There is a pond on site that we may be able to utilize for water supply)
  - 141 Manning Mill Road - 975'
  - Last house on Manning Mill Road (No house number)- 1313' to the driveway plus approximately 200' to the residence.

### **Existing Apparatus**

I have looked at potential ways to tactically deal with the bridge situation by utilizing our existing apparatus. Unfortunately, with our current apparatus exceeding the posted weight limit of the bridge, we must keep our apparatus on the east side of the bridge. I looked at the weight rating of our brush truck and found that while it meets the weight rating to cross the bridge, the pump is not rated for interior fire attack.

## **Grant Funding for Fire Apparatus**

I spoke to Lance Harbour from the Assistance to Firefighters Grant Program and inquired about the potential for grant funding for a Quick Attack-Mini Pumper. Lance stated that the AFG grant is tentatively opening sometime in November or December with awards being distributed in the spring. The AFG grant issues awards based on priority of the requested item. Lance advised me that if we had a Quick Attack-Mini Pumper that was antiquated we may stand a chance at getting a grant to replace it. He stated that if this was an addition to our existing fleet, we are not likely to be successful with grant funding from AFG. I also investigated local grant funding opportunities and found there to be no options that would support this project.

## **Fire Apparatus Options for Purchase**

A Quick Attack-Mini Pumper is the type of apparatus that would help solve the fire suppression issue on Manning Mill Road. These trucks are compact, carry water, a pump rated for interior fire attack, and are essentially a mini version of a full-size pumper. The GVWR of these vehicles are typically 19,500 lbs. and would safely cross the bridge for fire suppression. Tactically, we would position our pumper tanker on the east side of the bridge, and we would lay line into the Quick Attack-Mini Pumper. Hand lines would be deployed from the Quick Attack-Mini pumper for fire suppression. This type of truck would also significantly enhance the fire department's ability to access and perform fire suppression in areas of town that are difficult to access (Merchant Road, Piper Woods Road, Babcock Road, and Carmel Road South property.) There are many other ways in which this type of apparatus would enhance the services we provide our citizens, and I would be happy to discuss them with you at any point.

After researching Quick Attack-Mini Pumpers I have discovered the following options would be available for purchase at this point:

### **2003 M&W Ford F-550 Power Stroke V8 Diesel 4x4 Commercial Mini Pumper- \$79,000**

- This vehicle has a 6.0 Diesel motor which has caused our department problems in the past. The 6.0 motor is notorious for injector issues/costly repairs. This truck is also approaching 20 years old which is the engine we are about to retire.

### **2017 Spartan Ford 4x4 Mini Pumper- \$180,000**

- This truck is owned by Mosier Fire department in Oregon. I have called to speak with Mike Renault who is the contact for this apparatus. I will update you once I have heard back from him.
- Purchasing a truck owned by an out of state fire department would mean we would not have a warranty and would come with a degree of risk. The vehicle would have to be shipped to us (estimated \$4,000-\$6000). We would want to have the vehicle inspected by an emergency vehicle specialist prior to purchasing which would be an additional cost.

### **2021 Ford F-550 Commercial 4x4 Rescue- \$195,000**

- This truck is owned by Brindlee Mountain Fire Apparatus out of Alabama. I spoke with Jeremy McCoy from Brindlee Mountain about this apparatus. He stated this truck would come with a warranty of 1 year for any failure that cost over \$3,000 with no deductible. Since this is a new truck, it will carry additional warranties on the chassis and components, and he was going to look

into this and get back to me. This truck would be available to us in January, but he stated they may be able to have it to us earlier. He stated that if the council decided to purchase a truck that is owned by Brindlee Mountain, he is willing to work with us and will be aggressive on his pricing to earn our business.

- In my opinion, this truck is the right choice. It will help remediate the issue with the Manning Mill Road Bridge, will enhance our ability to provide fire protection to several hard to access properties in town, and will potentially prolong the life of our existing apparatus.

Please let me know if you have further questions or need additional information.

## Contact Us

Office : 256.776.7786  
Email : [sales@firetruckmall.com](mailto:sales@firetruckmall.com)  
Website: [www.firetruckmall.com](http://www.firetruckmall.com)

15410 US Highway 231,  
Union Grove, AL 35175  
Stock #: 14797  
Price: \$195,000



## 2021 Ford F-550 Commercial 4X4 Rescue

- 2021 Ford F-550 Commercial 4X4 Rescue
- PowerStroke 6.7L 330 HP Diesel Engine
- 350 Gallon Polypropylene Tank
- Rowe Pumps
- Rear Suction: (1) 2 1/2"
- Federal Q Siren
- Length: 27' 0"
- Wheelbase: 203"
- F-550 Crew Cab 4x4 Ford Chassis
- Torq Shift Automatic Transmission
- Scotty ATP Foam Eductor
- 
- Booster Reel
- Mileage: 151
- Height: Truck Height: 7' 4"
- Winch on front bumper
- Seating for 5;
- RPM2-KD24 300 GPM Rear-Mount 1-Stage Pump
- 5 Gallons Foam A/B Foam Cell
- Rear Discharges: (1) 1 1/2" (1) 2 1/2"
- Air Conditioning
- Additional equipment not included with purchase unless otherwise listed.
- GVWR: 19,500



Brindlee Mountain Fire Apparatus is one of the world's largest used fire truck sales and service companies. Based just outside of Huntsville, Alabama, the company has forty-five full-time personnel occupying over 12,000 square feet. Our mechanics, all of whom are EVT certified, perform pump tests, general repairs, preventative maintenance, and body, collision, and paint work on over 500 used fire trucks every year. Visit us online at [www.firetruckmall.com](http://www.firetruckmall.com)